



## NATIONAL SCIENCE FOUNDATION

ATE TO

### ANNOUNCEMENT NUMBER S20070006A2-IPA DIRECTOR, DIVISION OF HUMAN RESOURCE DEVELOPMENT (HRD), DIRECTORATE FOR EDUCATION AND HUMAN RESOURCES

of  
ation and  
n an

appointment as a Senior Executive Service career basis (S20070006A2-C) or limited term basis (S20070006A2-LTD), NSF is also inviting individuals who might be interested in an Intergovernmental Personnel Act (IPA) assignment to submit an application. A statement of duties of the positions and qualification requirements is included below.

Initial assignments under the IPA mechanism may be made for a period of up to two years. Individuals eligible for an IPA assignment with a Federal agency include employees of State and local government agencies or institutions of higher education, Indian tribal governments, and other eligible organizations in instances where such assignments would be of mutual benefit to the organizations involved. The individual remains an employee of the home institution and cost-sharing arrangements are generally negotiated between NSF and the home institution. **Individuals interested in an IPA assignment should submit curriculum vitae or Federal application form and a letter referencing qualifications to the following address:**

**National Science Foundation  
Division of Human Resource Management  
Executive & Visiting Personnel Branch  
ATTN: S20070006A2-IPA  
4201 Wilson Boulevard, Room 315  
Arlington, VA 22230**

**The closing deadline for receipt of applications is February 19, 2007.**

**Applications may be transmitted electronically to [execsrch@nsf.gov](mailto:execsrch@nsf.gov), mailed or delivered to the following address:** National Science Foundation, Division of Human Resource Management, Executive Personnel, Room 315, ATTN: S20070006A1-IPA, 4201 Wilson Blvd., Arlington, VA 22230. The phone number for vacancy announcements coordinated by the Executive Personnel Staff is (703) 292-8755; hearing-impaired individuals should call TDD on 703-292-8044. Persons interested in the Senior Executive Service appointment options should request copies of announcements S20070006A2-C and S20070006A2-LTD for additional information and application instructions. Announcements may be accessed electronically under Vacancies on NSF's Homepage [www.nsf.gov/jobs](http://www.nsf.gov/jobs). Information on the NSF mission, structure, programs and operations may be found at [www.nsf.gov](http://www.nsf.gov). The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact located on this vacancy announcement.

**STATEMENT OF DUTIES:** The Division Director provides leadership and direction to the HRD Division with respect to the formulation of policies, programs and strategies to increase the participation and advancement of underrepresented groups and minority serving institutions at every level of science, technology, engineering, and mathematics education. The Division Director manages an ensemble of programs that promote racial and ethnic diversity, gender equity, and access for persons with disabilities, and assesses national needs and trends to improve teaching, learning, and research participation by individuals and institutions underrepresented in science, engineering, and technology. The Division Director ensures that the Division's programs are evaluated and that findings are communicated. The Division Director provides leadership and guidance to all Division Staff; determines funding requirements; prepares and justifies budget estimates; balances program needs with allocation of resources; oversees the competitive review of proposals for funding, and recommendations for awards and declinations; and fosters communication and collaboration with other EHR Divisions, NSF Directorates, Federal agencies, relevant professional societies and organizations, and the academic community at-large.

## QUALIFICATIONS REQUIREMENTS EXECUTIVE/MANAGERIAL

### Essential

1. **Leading Change.** Demonstrated ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Includes the ability to establish an organizational vision and to implement it in a continuously changing environment.
2. **Leading People.** Demonstrated ability to lead people toward meeting the organization's vision, mission, and goals. Includes the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution conflicts.
3. **Results-Driven Leadership.** Demonstrated ability to meet organizational goals and customer expectations. Includes the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.
4. **Business Acumen.** Demonstrated ability to manage human, financial, and information resources strategically.
5. **Building Coalitions.** Demonstrated ability to build coalitions internally and with other governments, or internal organizations to achieve common goals.

## PROFESSIONAL/TECHNICAL

### Essential

1. Ph.D. or equivalent professional experience in science, mathematics or engineering or science/mathematics/engineering education.
2. Recognized professional standing in the science, mathematics, engineering or educational communities as evidenced by sustained record of scholarship, professional awards, and/or other means of recognizing excellence.
3. Knowledge of status and trends in participation in the science/technology/engineering/ mathematics (STEM) workforce, as well as capabilities and efforts in the STEM community to broaden participation of underrepresented groups.
4. Demonstrated knowledge of organizations working to broaden participation in STEM fields through addressing major issues related to access, participation, and success of underrepresented groups.
5. Ability in grant and contract administration, fiscal management, and budget preparation involving research and/or education support activities.
6. Administrative/management experience at the Chair or Dean level or equivalent.

